

COUNTY LEVEL IMPLEMENTATION PLAN (CLIP)

COUNTY
SCHEDULED "GO LIVE" DATE
SUPERINTENDENT OF ELECTIONS
BOARD OF ELECTIONS

SUSSEX
12/2/05
N/A
JoAnn Williams

COUNTY CLERK
BUSINESS TRANSITION TEAM CONTACT
CLIP REVISION # AND DATE

Erma Gormley
Sonam Bakhshi
1: 9/15/05

Activity	Planned Start Date	Planned Finish Date	Status
DATA CONVERSION			
<i>Initial Data Pull</i>			
Retrieve data from county (Initial)	4/11/05	4/28/05	C
Deliver exception reports to county (Initial)	5/12/05	5/12/05	C
Data cleansed by county staff (Initial)	5/12/05	6/1/05	C
Initial data pull complete	6/1/05	6/1/05	C
<i>Interim Data Pull</i>			
Retrieve data from county (Interim)	8/16/05	8/16/05	C
Deliver exception reports to county (Interim)	9/6/05	9/6/05	C
Data cleansed by county staff (Interim)	9/7/05	9/20/05	I
Interim data pull complete	9/20/05	9/20/05	
<i>Final Data Pull</i>			
Retrieve data from county (Final)	11/18/05	11/18/05	
Convert to Production, "Go Live"	11/21/05	12/2/05	
Deliver audit/control and exception reports to county (Final)	12/2/05	12/2/05	
HARDWARE / SOFTWARE / NETWORK			
<i>Requirements Definition</i>			
Complete site survey with county (H/W, etc.)	4/1/05	5/10/05	C
Confirm hardware requirements with county	6/1/05	7/8/05	C
<i>Installation</i>			
County support of T1 line installation	9/6/05	9/16/05	
County support of county server installation	9/26/05	9/30/05	
County support of workstations, scanners, & printers installation	9/12/05	9/23/05	
TRAINING			
<i>Track 1 - Basic Computer Skills</i>			
Complete assessment survey with county (T1)	5/19/05	6/10/05	C
Confirm training locations with county (T1)	7/26/05	8/5/05	C
Conduct roster planning for county staff (T1)	9/8/05	9/22/05	I
Attend / Complete Training (T1)	10/6/05	10/6/05	
<i>Track 2 - ElectionNET™ Functional</i>			
Confirm training locations with county (T2)	7/26/05	8/5/05	C
Conduct roster planning for county staff (T2)	11/4/05	11/18/05	
Attend System Admin Training (Sys Admins only)	10/18/05	10/18/05	
Attend / Complete Training (T2)	12/2/05	12/2/05	
BUSINESS TRANSITION (BT)			
BT on-site visit	6/22/05	6/22/05	C
"Go Live" On-Site Support	12/2/05	12/2/05	
COMMENTS	H/W counts sent wk of 6/13 by M. Sibenik.		
TRAINING INFO TRACK 1	# Attendees: 3 Location: Somerset County Training Room		
TRAINING INFO TRACK 2	# Attendees: 9 Location: Sussex County College (J Smith working with CC to secure)		